

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF JANUARY 20, 2022**

4:00 p.m.

Virtual Meeting via Webex

MEMBERS PRESENT: Daniel Kincaid, Disa Wahlstrand, Stephanie Finn, Selika Ducksworth-Lawton, Kimberly Cronk

STAFF PRESENT: Fire Chief Chris Bell
Police Chief Matt Rokus
Human Resources Director Victoria Seltun
Human Resources Specialist Kelly Shea

The Commission convened in open session at 4:01p.m. Meeting was called to order by President Dan Kincaid. President Kincaid asked if there were any corrections or additions to the minutes of the Police and Fire Commission meeting held on November 18th. No corrections or additions were noted, and the minutes stand approved as circulated.

At 4:02p.m., Commissioner Ducksworth-Lawton joined the meeting.

Chief Bell provided a personnel update. The department has seen one separation since the last PFC meeting. There are currently two vacancies in the department. Chief's staff will be holding interviews on January 27th with the three remaining applicants from the eligibility list. They expect between two to four retirements within the department in 2022. A brief discussion was held regarding current CVTC enrollment numbers, the effect it will have on hiring in the future, and future hiring concerns.

At 4:06p.m., Commissioner Cronk joined the meeting.

Chief Bell also provided an operational update. A discussion was held regarding the anticipated retirement of a Battalion Chief and the promotional process that will be run to fill that position from now to early Spring. Chief Bell noted his plans to bring forth information to the Commission at the next meeting regarding a proposed residency requirement for the Deputy Chief, Fire Chief, and Battalion Chief positions. However, there is no immediate rush for this. Chief Bell discussed LVAD training that the department recently underwent and he thanked President Kincaid for his assistance with training staff.

An update was provided on the Station 6 remodel. The design will be sent out to bid within the next few weeks with the hope that the remodel can start late Spring/early Summer and be completed by the end of 2022. Chief Bell will continue to ask for additional staff members for the fire department and to look for alternative means of funding those additional positions. A discussion was held in regards to seeking a referendum to help fund staffing within the Fire Department, Police Department, and other divisions within the City. The Fire Department is also considering applying for the Safer Grant, which would fund 100% of six personnel for three

years. A discussion was held regarding the grant, the chances of it be awarded to ECFD, and the implications it would have on the potential referendum. Chief Bell recommends applying for the grant, but not accepting it if the department is chosen and the referendum is passed.

Chief Rokus provided a personnel update. A new officer was hired and resigned in December after just a week and a half of service due to finding a better suited position. This leaves six sworn officer vacancies. A brief discussion was held regarding the number of current applicants in the process and the upcoming testing date at the University of Wisconsin-Eau Claire. There are currently 64 applicants, of which 36 have signed up for the testing. This is an improvement from the previous recruitment numbers. A discussion was held regarding the ongoing promotional processes. There is an open Sergeant position with eight possible candidates. There is also an anticipated Lieutenant retirement in 2022 with possibly six candidates interested. A discussion was held regarding the daily challenges of COVID-19 and having to backfill shifts.

Chief Rokus also provided an operational update. The outside criminal investigation into the critical incident on November 3rd, which resulted in an officer-involved death, has been completed and posted for public review. The use of force was found to be reasonable and justifiable. The administrative internal policy review is almost complete as well. The officers involved recently met with the victim from the incident where they were able to share their recollections of the incident.

An overview of the new System of Care was provided by Chief Rokus. The System of Care is a multi-partner collaboration program that assists students who have performed a delinquent act, now called a focus act. The purpose is to address the underlying needs of the student without involving law enforcement, if not necessary, as studies have shown this can be more harmful to students. When the student commits a focus act, such as disorderly conduct, the possession or distribution of illegal substances, theft, etc., they will work with the Department of Human Services and be placed in the System of Care, if they qualify. This maintains accountability without the use of law enforcement intervention. There are two full-time DHS staff members, with one position still not filled. Chief Rokus asked if there were any questions regarding the System of Care. None were noted.

Human Resources Director, Vicki Seltun, introduced the new Human Resources Specialist, Kelsey Dittloff. Discussion was held. Commissioner Finn made a motion, seconded by Commissioner Cronk, and passed unanimously, to elect the Human Resources Specialist, Kelsey Dittloff, Secretary.

President Kincaid asked if there were any future agenda items. Chief Bell reminded Commissioners about the Leadership Seminar. He asked that any interested Commissioners let him know if they plan on attending, so that the meeting can be publicly noticed if three or more Commissioners attend. Commissioner Ducksworth-Lawton noted that she will be attending. A question was asked by Commissioner Cronk regarding the System of Care and if any numbers or demographical information will be posted annually regarding the students who participated in

the program. Chief Rokus stated if there is it would most likely be through the DHS. No other future agenda items were noted.

Motion was made by Commissioner Ducksworth-Lawton, seconded by Commissioner Wahlstrand, and the meeting was adjourned at 4:36p.m.

The next regularly-scheduled Police and Fire Commission meeting is March 17th, 2022.

Minutes recorded by Kelsey Dittloff, Police and Fire Commission Secretary.